

## CHAPTER TEN

# IMPLEMENTATION PLAN

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### 10.1 INTRODUCTION

Chapter Ten provides guidance to the Town of Star Valley Ranch concerning how to facilitate the implementation of tasks associated with master plan adoption, recommended community development objectives, and the incorporation of plan recommendations into future municipal budgets and municipal personnel assignments.

### 10.2 ADOPT THE MUNICIPAL MASTER PLAN

Plan implementation should begin with the formal adoption of this municipal master plan. The adoption process begins with the Star Valley Ranch Planning and Zoning Board adopting and certifying to the Star Valley Ranch Town Council that the master plan and related planning process satisfy the content and procedural requirements for the preparation of a municipal master plan. These requirements are outlined in Title 15 of the Wyoming Statutes and should be carefully reviewed by the Town Attorney.

While portions of Title 15, Article 5 are not abundantly clear, these statutes recognize that the municipal master plan is a guiding policy document, or community vision, that is not enforceable by law. Consequently, the adoption of the master plan by the Star Valley Ranch Planning and Zoning Board is, according to W.S. 15-1-505, to be adopted via resolution that is “...*carried by the affirmative vote of not less than a majority of the commission.*” Subsequently, the Town Planning and Zoning Board is to certify a copy of the plan to the Town Council for their adoption.

Since the municipal master plan includes, in part, proposals for lands outside of the municipal boundary, the adopted master plan report should also be transmitted to the Lincoln Board of County Commissioners or Lincoln County Planning and Zoning Commission for their review and adoption. This statutory requirement is outlined in W.S. 15-1-503(a).

*“(a) The commission, after holding public hearings, shall adopt and certify to the governing body a master plan for the physical development of the municipality. If the plan involves territory outside the city or town, action shall be taken with the concurrence of the board of county commissioners or county planning commission, or other municipal legislative body concerned.”*

### **10.3 SUPPORT RECOMMENDED COMMUNITY DEVELOPMENT STRATEGIES VIA ALLOCATION OF FUTURE MUNICIPAL RESOURCES**

It is essential that recommended community development strategies presented in Chapter Nine are supported, in part, through the allocation of future municipal resources. The future implementation of these strategies is primarily dependent upon the integration of these strategies into future municipal budgets, the preparation of grant and loan applications by municipal staff, project management efforts by municipal staff and community volunteers, as well as the scheduling and monitoring of project completion. Table 10-1 at the end of this chapter presents an implementation schedule for the strategies associated with each of the community development objectives. A basic process for accomplishing this objective is outlined in the following paragraphs.

#### **10.3.1 Assign Responsibilities for Project Implementation**

Following adoption of the municipal master plan, the Star Valley Ranch Town Council will specifically assign project management responsibilities for the completion of tasks or projects associated with each community development objective. Project management responsibilities will be assigned to specific members of the municipal staff, Town Council, Planning and Zoning Board, Natural Resources Board, Economic Development Board, Water Board, selected contractors or consultants to the Town of Star Valley Ranch, or members of volunteer committees. The assignment of one person as the designated project manager will facilitate communications and coordination with the Star Valley Ranch Town Council, Town Boards, and contractors that may be completing one or more project tasks.

In some cases, the responsibility for implementation may include significant involvement by a public agency that is located outside of the Town of Star Valley Ranch. For these projects, the Star Valley Ranch Town Council will still assign a municipal project manager to carry out required inter-agency coordination, serve as a point-of-contact for the project, as well as communicate the progress toward project completion and any relevant project issues with the Star Valley Ranch Town Council.

#### **10.3.2 Update Community Development Strategies**

The completion of recommended community development strategies, changes in the composition of the Star Valley Ranch Town Council, new community development opportunities, and other factors will prompt future changes in the direction, scope and priority of community development strategies. For this reason, the need to periodically revise or delete existing strategies, or establish new ones, will become apparent. This reality should lead the Town of Star Valley Ranch to update its community development strategies on an annual basis. Such revisions could be incorporated into a municipal master plan implementation report.

The preparation of a municipal master plan implementation report would be updated by a member of the municipal staff such as the Town Administrator. The completion of this task will require close coordination and informal discussions with each of the municipal project managers that were assigned the lead responsibility for completion of tasks associated with each community development objective. The type of information requested from municipal project managers would include, at least, the following:

- progress made during the past year toward completion of tasks or projects associated with the community development objective;
- needed revisions to the scope of project tasks for each community development strategy;
- anticipated schedule for completion of each task or project; and,
- recommended budget request for completion of each task or project under their responsibility.

This task would ideally be completed between January and March of any given year so that the Town Administrator and Town Treasurer would have adequate time to incorporate financial requests into the municipal budget process. The Town Council would seek clarification of revised project tasks, schedules and expenditures with the municipal project manager assigned to each community development strategy.

#### **10.4 REVISE AND UPDATE THE MASTER PLAN**

Future changes in land use trends within the Town of Star Valley Ranch and surrounding lands in the unincorporated area will prompt the need for an overall revision and update of the municipal master plan. The master plan should be updated periodically. Consequently, the next master plan update will ideally be completed in 2017.

The update should, at least, evaluate changes in demographic and land use trends, infrastructure, as well as community and public facilities. A portion of this analysis should include the completion of another land use inventory to ascertain the extent of future build-out within the Town. The examination of demographic and economic trends, land use trends, and infrastructure should lead to a determination of land use and infrastructure needs for the coming decade.

Residents of the Town should again participate in the planning process in order to gain their insights regarding community needs and opportunities. Substantive involvement can be achieved through a combination of facilitated discussions with elected and appointed community leaders, interviews of key municipal managers, resident surveys, as well as public information meetings and required public hearing.

The preceding analyses will lead to the development of a revised set of community development objectives, related tasks for accomplishing the objectives, responsibilities for implementation, and a project schedule. Elected and appointed community leaders should have a significant role in the determination of the priorities associated with each community development objective.

A revised community land use plan map should also be included in the master plan to provide Lincoln County with continued guidance the preferences of the community concerning future land use expansion within the Town, as well as lands within one mile of the municipal boundary.









**TABLE 10-1**  
**RECOMMENDED IMPLEMENTATION SCHEDULE**  
**STAR VALLEY RANCH MUNICIPAL MASTER PLAN**  
**(2015 TO 2024)**  
(Presented on Seven Pages)

Obj. No.	Community Development Objective and Related Strategies	Responsibility for Implementation	Year															
			2015	2016	2017	2018	2019	2020	2021	2022	2023	2024						
<b>13</b>	<b>Develop a Municipal Complex</b>																	
	Task 13A. Pursue and apply for grants and/or loans for the design and construction of a new Municipal Complex.	Town Administrator			↑													
	Task 13B. Upon the receipt of grant and/or loan funds for the project, solicit proposals and retain an architectural-engineering firm to prepare detailed design drawings for a new Municipal complex.	Town Administrator				↑												
	Task 13C. Prepare bid packages and solicit bids for the construction of a new municipal complex. Select construction contractor(s) and construct improvements. Manage and monitor construction activities and progress. Inspect all new site and facility improvements prior to final acceptance of work completed.	Town Administrator, engineering/construction management firm, and Town Council						↑										
<b>14</b>	<b>Investigate the potential development, operation and maintenance of a community center.</b>																	
	Task 14A. Evaluate potential alternate sites for the location of the facility, building functions and related space requirements, supporting water and electrical distribution, as well as order-of-magnitude cost estimates for site development and facility construction.	Town Administrator, Town Council, and SVRA Board						↑										
	Task 14B. Investigate the potential availability of funds from the Wyoming Business Council's Community Facilities Grant and Loan Program for the design and construction of a new community center facility	Town Administrator and SVRA Board									↑							
<b>15</b>	<b>Establish trails in Bridger-Teton National Forest outlined in a Revised Non-Motorized Trail Plan &amp; Proposal developed by the Natural Resources Board</b>																	
	Task 15A. Apply for a Wyoming Recreational Trails Program grant for project coordinator, supplies & tools necessary to accomplish the following: a) reconstruction & maintenance of the first three miles of the existing Cedar Creek Trail, construction of a 1.1 mile Vista Green Trail from Vista Drive to Prater Canyon, and the installation of related signage on these trails (Phase 1); b) construction of an information kiosk at the Green Canyon Trailhead as well as traffic control barriers & gates (Phase 1); c) maintenance & reconstruction of the upper 1.5 miles of the Cedar Creek Trail (Phase 2); d) Construction of the first 0.5 miles of the Valley View Trail from the junction with the Vista Prater Trail to the viewpoint; e) above Green Canyon (Phase 2); f) establishment of a trail-head on National Forest Land & SVRA property north of the Association Barn (Phase 2); g) Building of a connecting trail to Cedar Creek and installation of information & trail signage (Phase 2); h) Closing of public vehicular access to the mouth of Cedar Creek (Phase 2).	Town Administrator, Town Council, Natural Resources Board, Star Valley Ranch Association, and US Forest Service, Bridger-Teton National Forest Ranger District												↑				

**TABLE 10-1  
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Obj. No.	Community Development Objective and Related Strategies	Responsibility for Implementation	Year											
			2015	2016	2017	2018	2019	2020	2021	2022	2023	2024		
	<u>Task 15B.</u> Design Phase 1 and 2 trail improvements. Organize and use volunteers to complete Phase 1 and Phase 2 trail improvements.	Natural Resources Board, local volunteers, Star Valley Ranch Association, and Bridger-Teton National Forest Ranger District.			→	→	→							
	<u>Task 15C.</u> Apply for a second Wyoming Recreational Trails Program grant for a project coordinator, supplies and tools necessary to construct Phase 3 improvements. These improvements would include the construction of the final 0.4 miles of the Valley View Trail from the viewpoint above the mouth of Green Canyon to the Green Canyon Trail, as well as maintenance and re-construction of the Green Canyon and Prater Canyon Trails.	Natural Resources Board, Star Valley Ranch Association, and Bridger-Teton National Forest Ranger District.				→								
	<u>Task 15D.</u> Design Phase 3 trail improvements. Organize and use volunteers to complete Phase 1 and Phase 2 trail improvements.	Natural Resources Board, local volunteers, Star Valley Ranch Association, and Bridger-Teton						→	→					
<b>16</b>	<b>Explore the feasibility of expanding wellness capabilities, or outdoor recreational opportunities, at Fox Run Park.</b>													
	<u>Task 16A:</u> Using the existing conceptual site plan for Fox Run Park as a guide, examine potential site development and facility requirements, as well as related construction, operation and maintenance costs, for the incorporation of selected outdoor recreational activities at Fox Run Park.	Town Engineer, Director of Public Works							→					
<b>17</b>	<b>Explore the feasibility of a community pathway system to nearby Lincoln County Trails.</b>													
	<u>Task 17A:</u> Investigate the feasibility of constructing a County pathway from Fox Run Park to along the south side of Star Valley Ranch Resort Golf Course and the southern boundary of Star Valley Ranch Plat 5, as well as a connecting pathway from Star Valley Ranch Resort to the recently constructed Lincoln County pathway along the east side of Muddy Siring Road.	Lincoln County Board of Commissioners, Lincoln County Road and Bridge Department							→	→	→	→	→	→
<b>18</b>	<b>Encourage private development of commercial enterprises on commercially-zoned lots along Vista Drive.</b>													
	<u>Task 18A.</u> Meet with appropriate representatives of the Garaman family to determine if the family has any potential commercial investments that may be contemplated for the five, vacant commercial properties along Vista Drive. If no investments are being planned, the Town should indicate its interest to encourage commercial development of these properties by other potential private investors that could either lease or purchase the properties from the landowner.	Town Economic Development Board							→					

